



# AGREEMENT

between the

LIBRARY  
INSTITUTE OF MANAGEMENT  
AND LABOR  
RUTGERS UNIVERSITY  
1989

Greater Egg  
Harbor Regional  
Board of Education

and

Oakcrest-Absegami  
Teachers' Association



✕ JULY 1, 1989 TO JUNE 30, 1992



# TABLE OF CONTENTS

| <u>ARTICLE NO.</u> |  | <u>PAGE</u> |
|--------------------|--|-------------|
|                    | Preamble.....  | 1           |
| 1                  | Recognition.....   | 1           |
| 2                  | Negotiating Procedure.....                                       | 2           |
| 3                  | Grievance Procedure.....   | 3           |
| 4                  | Teacher Rights.....  | 6           |
| 5                  | School Calendar/Teacher Work Year.....                           | 8           |
| 6                  | Class Size, Teaching Hours and Teaching Load..                   | 9           |
| 7                  | Salaries and Benefits.....                                       | 12          |
| 8                  | Teacher Evaluation.....  | 15          |
| 9                  | Leaves of Absence.....   | 15          |
| 10                 | Board Rights Clause.....   | 19          |
| 11                 | Cost of Printing.....  | 20          |
| 12                 | Promotions and/or Job Vacancies.....                             | 20          |
| 13                 | Extra-Curricular Activities.....                                 | 21          |
| 14                 | Protection of Teachers.....                                      | 22          |
| 15                 | Voluntary Transfers and Reassignments.....                       | 24          |
| 16                 | Involuntary Transfers and Reassignments.....                     | 24          |
| 17                 | Summer School.....   | 25          |
| 18                 | Complaint Procedure.....   | 26          |
| 19                 | Vandalism to Automobiles.....                                    | 26          |
| 20                 | Teacher Administration Liaison and<br>Instructional Council..... | 27          |
| 21                 | Maintenance of Membership.....                                   | 27          |
| 22                 | Duration.....  | 28          |
|                    | Exhibit A-1.....   | 29          |
|                    | Exhibit A-2.....   | 30          |
|                    | Exhibit A-3.....   | 31          |
|                    | Exhibit B-1.....   | 32          |
|                    | Exhibit B-2.....   | 35          |
|                    | Exhibit B-3.....   | 41          |

10/4/89

AGREEMENT

BETWEEN

THE GREATER EGG HARBOR REGIONAL

BOARD OF EDUCATION

AND

OAKCREST-ABSEGAMI TEACHERS ASSOCIATION

July 1, 1989 to June 30, 1992

## ARTICLE 2

### NEGOTIATING PROCEDURE

- A. On or before December 1, prior to the expiration of this Agreement, the Association shall meet with the Board in formal session to present all demands and to establish procedural ground rules for negotiations.
- B. Representatives of the Board and the Association shall begin negotiations prior to or during the second week of December.
- C. During negotiation, the Board and the Association shall present relevant data, exchange points of view and make proposals and counterproposals. The Board shall make available to the Association, upon reasonable request, all information which is in the public domain.
- D. Neither party in any negotiations shall have any control over the selection of the negotiating representatives of the other party.
- E. Except as this Agreement shall hereinafter otherwise provide, all terms and conditions of employment applicable on the effective date of this Agreement to employees covered by this Agreement shall continue to be so applicable during the term of this Agreement. Unless otherwise provided in this Agreement, nothing contained herein shall be interpreted and/or applied so as to eliminate, reduce, nor otherwise detract from any teacher benefit existing prior to its effective date.
- F. The Board agrees not to negotiate concerning said employees in the negotiating unit as defined in Article 1 of this Agreement, with any organization other than the Association for the duration of this Agreement.
- G. This Agreement incorporates the entire understanding of the parties on all matters which were or could have been the subject of negotiation. During the term of this Agreement neither party shall be required to negotiate with respect to any such matter whether or not covered by this Agreement, and whether or not within the knowledge or contemplation or either or both of the parties at the time they negotiated or executed this Agreement.
- H. This Agreement shall not be modified in whole or in part by the parties except by an instrument in writing duly executed by both parties.

## PREAMBLE

This Agreement entered into this 1st day of July, 1989, by and between the Board of Education of the Greater Egg Harbor Regional High School District, in the County of Atlantic, New Jersey, hereinafter called the "Board", and the Oakcrest-Absegami Teachers' Association, hereinafter called the "Association".

## ARTICLE 1

### RECOGNITION

- A. The Board hereby recognizes the Oakcrest-Absegami Teachers' Association as the exclusive and sole representative for collective negotiation concerning the terms and conditions of employment for all full-time certified personnel employed by the Board, whether under contract or on leave, including:

Classroom Teachers  
Guidance Counselors  
Librarians  
Nurses  
Social Workers  
L.D.T.C.'s  
Speech Correctionists  
Media Specialists (Non-print)  
Migrant Recruiters, and  
Administrative Assistants;

But excluding:

Superintendent  
Assistant Superintendent  
Directors  
Principals  
Vice Principals  
Supervisor of Special Services  
Board Secretary/Business Administrator  
Supervisors, and  
School Psychologists.

- B. Unless otherwise indicated, the term "teachers", when used hereinafter in this Agreement, shall refer to all professional employees represented by the Agreement, shall refer to all professional employees represented by the Oakcrest-Absegami Teachers' Association in the negotiating unit as above defined and references to male teachers shall include female teachers.

## ARTICLE 3

### GRIEVANCE PROCEDURE

- A. A grievance shall be defined as a misinterpretation, misapplication or violation of policies, agreements, and administrative decisions which adversely affect the employee except that the term "grievance" shall not apply to any matter for which a method of review is prescribed by law.
- B. Although the complaint of a nontenure teacher that he is not granted a contract has not been subject to the provisions of this Article 3, such teacher may, if he so desires, request a meeting with the Board to discuss the situation and the Board may agree to such meeting if it so desires.
- C. Although the complaint by a certificated person occasioned by appointment to or lack of appointment to, retention in or lack of retention in any position for which tenure is either not possible or not required is not subject to the provisions of this Article 3, such certificated person may, if he so desires, request a meeting with the Superintendent to discuss the situation, and such meeting shall take place within a fifteen (15) day period of time after such request was made to the Superintendent. The Association will be notified in writing if such meeting is to be held and may participate in the discussion if the teacher so desires.
- D. Both parties agree that these proceedings will be kept as informal and confidential as may be appropriate at any level of the procedure.
- E. Nothing herein contained shall be construed as limiting the right of any teacher having a grievance to discuss the matter informally with any appropriate member of the Administration, and having the grievance adjusted without the intervention of the Association, provided the adjustment is not inconsistent with terms of this Agreement and that the Association has been given the opportunity to be present at such adjustment.
- F. PROCEDURE
  - 1. Failure at any step of this procedure to communicate the decision on a grievance within the specified time limits shall permit the aggrieved teacher to proceed to the next step. Failure at any step of this procedure to appeal a grievance to the next step within the specified time limits shall be deemed to be acceptance of the decision rendered at that step.

2. A grievance, to be instituted under the provisions of this Article, must be in writing and given to the principal within fifteen (15) school days after the grievant should have reasonably known of the event which occasioned the grievance. The principal shall consider the grievance if the principal has the authority to make the decision or if the principal has authority over the decision-maker. If the principal does not have such authority, the grievance shall be first submitted in writing at Level Three by the grievant.

3. Level One

A teacher with a grievance shall first discuss it with his immediate supervisor, the Department Supervisors, with the objective of resolving the matter informally. If the teacher is not satisfied with the decision of his immediate superior, the aggrieved person may proceed to discuss the grievance with the principal of his building, either directly or through the Association's designated representative, with the objective of resolving the matter informally.

4. Level Two

If the aggrieved person is not satisfied with the disposition of his grievance at Level One, or if no decision has been rendered within ten (10) school days after presentation of the grievance, he may file and sign the grievance in writing with the principal in compliance with subparagraph 2 of Paragraph F. of this Article 3.

5. Level Three

If the aggrieved person is not satisfied with the disposition of his grievance at Level Two, or if no decision has been rendered within ten (10) school days after presentation of the grievance at this step, he may file the grievance within five (5) school days after receipt of the disposition of the grievance by principal with the Superintendent. In the event that the principal does not have the authority to make the decision or have authority over the decision-maker the grievance shall be initiated in writing at Level Three within fifteen (15) school days after the grievant should have reasonably known of the event which occasioned the grievance.

6. Level Four

If the aggrieved person is not satisfied with the disposition of his grievance at Level Three, or if no decision has been rendered within ten (10) school days



after presentation of the grievance to the Superintendent, he may file the grievance, within five (5) school days after receipt of the disposition of the grievance by the Superintendent, with the Board through the Superintendent.

7. Level Five

The Board, or a committee thereof, shall review the grievance and shall, at the option of the Board, hold a hearing with the teacher and render a decision in writing within fifteen (15) school days after receipt of the grievance by the Superintendent for transmittal.

8. Level Six

If the aggrieved person is not satisfied with the disposition of his grievance at Level Five, the Association may, within five (5) school days after such disposition, notify the Board through the Superintendent of its intention to arbitrate the grievance. Within ten (10) school days of such written notice to the Superintendent, the Association may file a demand for arbitration with the American Arbitration Association which shall be processed under AAA's Voluntary Labor Arbitration Rules. The arbitrator shall limit himself to the issues submitted to him and shall consider nothing else. He can add nothing to nor subtract anything from the Agreement between the parties or any policy of the Board of Education. As to those grievances which involve decision of the meaning or interpretation of the language of this Agreement, the arbitrator's decision shall be final and binding on the parties. As to all other grievances covered by this Article, the arbitrator's decision shall be advisory only. Each party will bear the total cost incurred by themselves. The fees and expenses of the arbitrator are the only costs which will be shared by the two parties and such costs shall be shared equally.

9. Any party in interest may be represented at all stages of the grievance procedure by himself, or, at his option, by a representative selected or approved by the Association. When a teacher is not represented by the Association, the Association shall have the right to be present at all stages of the grievance procedure.

10. No reprisals of any kind shall be taken by either party against any party in interest, any building representatives, or any other participant in the grievance procedure by reason of such participation.

11. If, in the judgment of the Association, a grievance affects a group or class of teachers, the Association may submit such grievance in writing to the Superintendent directly, and the processing of such grievance shall be commenced at Level Three. The statement of the grievance shall identify the group or class of teachers on whose behalf the grievance is being filed by the Association.
12. All meetings and hearings under this procedure shall not be conducted in public and shall include only such parties in interest and their designated or selected representatives.
13. The parties concerned will not be limited to the number of days called for in this Article for actions on grievance handling, if written notification, at least one day before deadline, is given to the other party stating reasons for the needed delay. In no case will this delay exceed five (5) school days and may not occur at more than one level.
14. In the event a grievance is filed at such time that it cannot be processed through all the steps in this grievance procedure by the end of the school year and, if left unresolved until the beginning of the following school year, could result in harm to a party in interest, the time limits set forth herein shall be reduced so that the grievance procedure may be exhausted prior to the end of the school year or as soon thereafter as is practicable.

#### ARTICLE 4

##### TEACHER RIGHTS

- A. Pursuant to Chapter 303, Public Laws 1968, the Board hereby agrees that every employee of the Board shall have, and shall be protected in the exercise of, the right, freely and without fear of penalty or reprisal, to form, join and assist any employee organization or to refrain from any such activity.
- B. Nothing contained herein shall be construed to deny or restrict to any teacher such rights as he may have under New Jersey School Laws or other applicable laws and regulations.
- C. No teacher shall be disciplined without just cause.

- D. The Association and its representatives shall have permission to use school buildings at all reasonable hours for meetings, subject to approval of the principal of that building. The principal of the building in question shall be notified in advance of the time and place of all such meetings. Any use of a building by the Association for a meeting or activity after 6 p.m. on a week day or on Saturdays, Sundays, or other days when school is closed shall require advanced written approval of the Principal of the building and the Superintendent.
- E. The Association shall have permission to use school equipment, subject to administrative approval and as long as such equipment remains in the same school building; including typewriters, mimeographing machines, other duplicating equipment, calculating machines, and all types of audio-visual equipment at reasonable times when such equipment is not otherwise in use. The Association shall pay for the reasonable cost of all materials and supplies incidental to such use.
- F. The Association shall have, in each school building, the exclusive use of a portion of the bulletin board in each faculty lounge. Copies of all materials to be posted on such bulletin boards shall be given to the building principals or his designee at or before posting the subject material or materials.
- G. The Association shall have the right to use the inter-school mail facilities and school mail boxes with the approval of the building principal or other members of the administration. The Principal in each building shall receive copies of all materials for general distribution sent through inter-school mails or which are placed in mailboxes.
- H. The rights and privileges of the Association and its representatives as set forth in this Agreement shall be granted only to the Association as the exclusive representative of the teachers, and to no other organization.
- I. 1. The administrators shall be encouraged to place in the teacher's personnel file his outstanding achievements in the educational field.
2. A teacher will be permitted to read and initial any letter of a negative or disciplinary nature which may be used to evaluate him, prior to placing same in his personnel file. The signature in no way indicates agreement with the contents thereof. A teacher may write a statement, not to exceed one typewritten page, expressing his point of view in regards to the above negative or disciplinary action, provided this statement is written and filed with the Superintendent within

twenty-five (25) school days after the teacher was permitted to read and initial the original letter(s) of negative or disciplinary nature.

3. The Board shall establish only one official personnel file for each teacher.
- J. Whenever any teacher is required to appear before the Superintendent or his designee (Principals, Vice Principal, Athletic Supervisor and/or Supervisor of Special Services), Board, or any Committee thereof, concerning any matter which could adversely affect the continuation of that teacher in his office or position, then he shall be given prior written notice of the reasons for such meeting or interview and shall, at his request, be entitled to have a representative of the Association present. If the Administrator, prior to the time of such meeting does not know the issue(s) is disciplinary in nature, then the above shall not apply.

## ARTICLE 5

### SCHOOL CALENDAR/TEACHER WORK YEAR

- A. The Superintendent of Schools shall draw up a School Calendar to recommend to the Board of Education and shall consult with the Association prior to such recommendations. The Superintendent may also consult with other individuals and organizations within the school system as he sees fit and individuals and organizations other than within the school community. The Board of Education reserves the unilateral right to establish the School Calendar after recommendation from the Superintendent. Any changes necessitated after the School Calendar is acted upon shall be discussed with the Association, but shall not be subject to the grievance procedure.
- B. The work year for teachers working in the employ of the Board prior to September 1, of any school year, shall not exceed 182 days. Teachers newly employed for a school year may be required to work one additional day.
- C. Guidance Counselors may be assigned up to five (5) evenings during course selection weeks for parent conferences and telephone calls regarding course selection. Such evening assignments will be for a maximum of three (3) hours and shall run no later than 9:00 p.m. Counselors shall be granted three (3) full days compensatory time for such assignments.

- D. Guidance Counselors shall be assigned up to two (2) days immediately following the last teacher day for the purpose of performing guidance counselors' duties. Such days shall be six (6) hours in length. Work under this section shall be compensated by the stipend negotiated by the parties and contained in Exhibits A.2 and A.3.
- E. The work year for guidance counselors shall include four (4) of the five (5) consecutive week days, not including Labor Day, prior to the normal reporting date for a teacher in his/her building. Work under this section shall be compensated by the stipend negotiated by the parties and contained in Exhibits A.2. and A.3. One of these days may be scheduled earlier in August on a per-counselor voluntary basis. The guidance counselor shall designate this day before the conclusion of the last workday in June.
- F. Compensatory Time under C. Above
  - 1. Compensatory time under C. may be taken in half-day segments.
  - 2. Such consecutive periods may not be taken during the months of September or June.
  - 3. No more than two (2) counselors in the district and one (1) counselor in each school may take compensatory time on the same day.
  - 4. Compensatory time shall be taken upon approval of the Superintendent, which approval shall be consistent with the above provisions.
- G. The Board shall give written notice by May 1 to each C.O.E., D.E. and C.I.E. teacher offering between zero (0) and twenty (20) days of work during the following July 1 through August 31 period. Each teacher so assigned shall be compensated at his/her per diem rate in effect at the time the work is performed. Scheduling of workdays shall be by mutual agreement between the teacher and the Principal.

## ARTICLE 6

### CLASS SIZE, TEACHING HOURS AND TEACHING LOAD

- A. Length of Day
  - 1. The in-school workday, exclusive of extra-curricular positions, shall average seven (7) hours, ten (10) minutes over a full five (5) day week.

2. The in-school workday, exclusive of extra-curricular positions, shall not exceed six (6) hours, forty-seven (47) minutes on Mondays, Fridays and the day before a holiday or a vacation period. However, teachers are required to remain until the departure of school buses.
3. The in-school workday, exclusive of extra-curricular positions, shall not exceed seven (7) hours, nineteen (19) minutes on Tuesdays, Wednesdays, and Thursdays.

B. Meetings

1. Teachers may be required to attend one meeting each month on a Monday which will extend the workday as defined in A.2. above by not more than fifty (50) minutes.
2. Teachers may be required to attend meetings during the "activity" period on Tuesdays, Wednesdays, and Thursdays.

C. Length of Periods

A class period will not exceed forty-five (45) minutes in length. Homeroom shall not exceed ten (10) minutes.

D. Structure of the Workday

1. Classroom Teachers

- a. Each classroom teacher will be required to teach five (5) teaching periods or its equivalent, with exception for those teachers wishing to volunteer to teach six (6) periods.
- b. During the period when there is an eight and one-half (8-1/2) period day in effect, each classroom teacher shall have daily preparation time (which also means "conference time") of two (2) periods or the equivalent during which they shall not be regularly assigned to any other duties. If the period configuration is changed, the parties must discuss the effect, if any, of such a change upon this clause.
- c. Each classroom teacher shall be responsible for one (1) period daily of an administratively assigned responsibility.
- d. Classroom teachers shall be assigned homeroom supervision on a rotating basis. Those not assigned to homeroom supervision may be assigned to an equivalent duty.

- e. On Tuesdays, Wednesdays and Thursdays, except as limited in A.2. above, there shall be one (1) period set aside after student dismissal for such activities as staff meetings, extra help for students, student make-up work, teacher-issued student detention and related instructional activities.
- f. Each classroom teacher shall receive a duty-free lunch period which shall be of the same length available to students. Teachers may leave the building without requesting permission during their scheduled duty-free lunch periods upon notification in advance to the Supervisor or the Principal.
- g. Classroom teachers shall have the difference between the length of the class period and the length of the lunch period as preparation time in addition to the preparation time outlined in D.2. above.

2. Specialized Personnel

- a. Included in this section are: social workers, nurses, guidance counselors, L.D.T.C.'S, Media Specialists (non-print), speech correctionists and migrant recruiters and other certified and non-classroom personnel.
- b. Sections D.1.e. and D.1.f. above shall be applied to these personnel.
- c. Specialized personnel shall receive two (2) fifteen (15) minute breaks daily, one in the morning and one in the afternoon.

3. Librarians

- a. Sections D.1.b. and D.1.f. above shall be applied to these personnel.
- b. Except for the "activity" period detailed in D.3.c. below, librarians shall have six (6) periods of student contact daily.
- c. On Tuesdays, Wednesdays, and Thursdays, except as limited by A.2. above, there shall be one (1) period set aside after student dismissal for supervision of library usage, staff meetings, librarians-issued student detention and related instructional activities.

- E. 1. In the event that changes in a teacher's schedules, class and/or subject assignments are proposed the teacher affected shall be notified promptly and, upon the request of the teacher the changes shall be promptly reviewed between the Principal or his representative and the teacher affected.
2. In the event that changes in a teacher's school assignment is proposed, the teacher affected shall be notified promptly and, upon the request of the teacher the change shall be promptly reviewed between the Superintendent or his representative and the teacher affected.

#### ARTICLE 7

##### SALARIES AND BENEFITS

- A. The salaries of all teachers covered by this Agreement are set forth in Exhibit "A-1" for the 1989-1990 school year, Exhibit "A-2" for the 1990-1991 school year and in Exhibit "A-3" for the 1991-1992 school year, as attached and made a part hereof.
- B. Procedure for Withholding employment or Adjustment Increments -

The Board of Education believes that each employee whether or not tenured in this system will continually strive to improve his performance.

1. Each employee shall be appraised of the results of his evaluation by his immediate supervisor. In the event a deficiency(ies) is detected, specific recommendations to overcome same shall be made by the supervisor.
2. Should there be a recommendation of the supervisor (department chairman) that a salary increment be withheld, the building principal shall notify the employee and provide him with a reasonable opportunity (not to exceed ten (10) school days) to speak in his own behalf.
3. Should the building principal, following his hearing with the employee, concur in the decision to recommend withholding, he shall state his reasons for so doing and forward same to the Superintendent for presentation to the Board.
4. The Board reserves the right to accept or reject any recommendation to withhold a salary increment.



5. Prior to voting on a recommendation to withhold a salary increment, the Board shall offer the employee the right to a judicial hearing before this Board. The employee has the right under law to appeal a decision of this Board to the Commissioner of Education.
  6. Any employment or adjustment increment withheld under the procedure shall be considered for restoration in the following year by the Board, if requested by the employee.
- C. Employees shall have the opportunity to participate by payroll deduction in Tax Sheltered Annuity programs of 1) an educational fund; and 2) a second fund to be agreed upon by O.A.T.A. and the Board.
- Payroll deductions will be made only for those teachers who participate in the two above mentioned funds.
- D. Effective the first day of the month after mutual ratification of the Memorandum of Agreement there shall be a \$3.00 co-pay prescription drug plan for a teacher and his/her dependents.
- E. 1. Each employee eligible and choosing will receive 100% Blue Cross/Blue Shield, Major Medical, Rider J, family rate where applicable. The Board shall provide such coverage consistent with the "PACE" program. Major Medical coverage shall be provided by Blue Cross/Blue Shield of New Jersey. The District shall pay the full cost of any increases required to maintain full coverage during tenure of this agreement.
2. Effective on the first of the month which is the last fifteen (15) days after mutual ratification of the Memorandum of Agreement, the plan in 1. above shall include the Mandatory Second Surgical Opinion option and the Pre-Admission Review option.
3. Each employee eligible and choosing shall be entitled to select an HMO for insurance under 1. and 2. above in accordance with the rules promulgated by the Administration.
- F. 1. Effective September 1, 1989, the Board shall contribute \$170 for the period from September 1, 1989, through June 30, 1990, for a dental insurance plan providing one party coverage.
2. Effective July 1, 1990, the annual Board contribution for an employee for dental insurance shall be \$340 providing employee and spouse coverage.

3. Effective July 1, 1991, the annual Board contribution for an employee for dental insurance shall be \$465 providing family coverage.
- G. Employees retiring from the District under the teachers' Pension and Annuity Fund shall be eligible to enroll for any or all of the coverages provided under D. or E., in the District Sub-Group Retirees Plan. Enrollment in this plan shall be the responsibility of the retiree. Payment of the cost of coverages elected shall be the responsibility of the retiree and shall be remitted directly to Blue Cross/Blue Shield of New Jersey.
- H. 1. There will be a bi-weekly pay plan.
2. Each teacher may individually elect to have ten percent (10%) of his monthly salary deducted from his pay.
3. When a payday falls on or during a school holiday or weekend, teachers shall receive their paychecks on the last previous working day.
- I. Upon written authorization made prior to the commencement of a school year, employees may direct that a portion of their paycheck be deducted each pay period for deposit with the A.B.C.O. Credit Union. Procedures shall be developed for the written authorization and other related matters. The Board of Education will remit the following employee voluntary deductions within five (5) working days after a payday to the Agency or Agencies designated in accordance with the terms of the current negotiated contract: 1) ABCO Credit Union, and 2) Tax Shelter Annuity. Tax Shelter Annuity Plans offered by the State of New Jersey, Division of Pensions will not be remitted under the terms of this section. Remittance will be made in accordance with regulations by the Division of Pensions.
- J. For all pay purposes under this contract, a day's salary is defined as one (1) divided by the number of workdays set forth in Article 5, B. times the annual salary of the teacher.
- K. Effective July 1, 1989, the Board shall reimburse full-time C.I.E., C.O.E. and D.E. teachers \$200 annually for the additional cost of commercial vehicle insurance on the vehicle used on District business. In order to be reimbursed, the teacher shall provide the Business Administrator with a copy of the issued policy.

## ARTICLE 8

### TEACHER EVALUATION

- A. The procedures set forth in Board policies relating to evaluation of teaching staff members shall be the procedures used in evaluating all teachers.
- B.
  - 1. All monitoring or observation of the work performance of a teacher shall be conducted openly and with full knowledge of the teacher.
  - 2. A teacher shall be given a copy of any class visit or evaluation report prepared by his evaluators at least one (1) day before any conference to discuss it. No such report shall be submitted to the central office, placed in the teacher's file or otherwise acted upon without the teacher having an opportunity for a conference with the evaluator.

## ARTICLE 9

### LEAVES OF ABSENCE

- A.
  - 1. The following leaves of absence shall remain in effect for the life of this Agreement:
    - a. Personal Leave

Teachers shall be entitled to the following temporary non-accumulative/accumulative leave of absence with full pay each school year.

      - (1) One (1) day leave of absence for personal, legal, business, household, religious or family matters which cannot be handled outside of the workday.
      - (2) Each teacher shall also be entitled to a second day of personal leave for which he/she need not state any reason other than that he/she is taking the personal day under this provision.
      - (3) Application to the teacher's principal or other immediate superior for personal leave shall be made at least five (5) school days before taking such leave (except in the case of emergencies where direct notification to the administration is acceptable).

- (4) Approval for personal leave will not be granted on the days preceding or following a vacation period except with the approval of the Superintendent.
- (5) Any personal leave day under (1) and (2) above which is not taken by the teacher, shall be added as an additional accumulative sick leave day in the next school year.
- (6) Any teacher who begins initial employment after February 1st of any school year shall be entitled to personal leave during that school year only under the provisions of A.1.a.(1) and no other provision of the "Personal Leave" provisions of this Article.

b. Death in the Immediate Family

With approval of the Superintendent, an employee may be granted days of absence, without loss of salary due to death in the staff member's immediate family.

The number of days absence granted shall be determined by individual circumstances, and shall not be deductible from the two (2) days of personal leave as defined above in Section a. "Immediate Family" shall be defined as the employee's:

- (1) Husband or Wife
- (2) Children
- (3) Father and Mother
- (4) Brother or Sister
- (5) Father and Mother-in-law
- (6) Grandparents

c. Child Rearing Leave

- (1) Pregnant teachers who are medically disabled are entitled to sick leave utilization in accordance with N.J.S.A. 18A:30-1 et seq.
- (2) A teacher with a child less than three (3) months old may apply for and will be granted Child Rearing Leave of Absence without pay provided application is made at least sixty (60) days prior to commencement of such leave.
- (3) A teacher who is granted Child Rearing Leave shall return to work at the start of the second semester or at the start of an academic year, provided written notice of such intent is given to the Board at least sixty (60) days

prior to the beginning of the second semester, or by April 1 of the prior school year if return is to commence at the beginning of the subsequent school year.

- (4) Child Rearing Leave shall not exceed eighteen (18) calendar months, without the approval of the Board.
- (5) A nontenured teacher shall be granted Child Rearing Leave in accordance with the above except that such leave shall be granted only to the end of the current work year in which the leave commences.
- (6) Any teacher granted a Child Rearing Leave, upon return, will be afforded a teaching position equal to the one vacated at the time of the Child Rearing Leave.

d. Adoption Leave

The Board shall grant adoption leave without pay to any teacher upon request, subject to the following stipulations and limitations:

- (1) Any teacher adopting an infant child shall receive leave similar to Child Rearing Leave which shall commence upon receiving *december facto* custody of said infant, or earlier if necessary to fulfill the requirements for the adoption.
- (2) No teacher shall be prevented from returning to work after adoption solely on the grounds that there has not been a time lapse between adoption and the desired date of return provided the Superintendent has been notified in writing sixty (60) days in advance of return date.
- (3) Adoption Leave shall not exceed twenty-four (24) calendar months, without the approval of the Board.

e. Miscellaneous Provisions - Child Rearing and Adoption Leaves

- (1) Salary shall not be paid to the employee during leave under c. or d. above.
- (2) Leave time under c. and d. above shall not be considered as experience time for salary purposes and the employee shall return to the

District's employ on the salary guide in effect at the time of return with teachers having the same number of years of experience and training.

- (3) One-half (1/2) year or more of experience gained prior to or upon return from leave under c. and d. above during an academic year shall be considered as one full year of experience for purposes of salary guide placement for the subsequent academic year.
- (4) The employee on leave under c. or d. above shall pay his/her share of fringe benefits. This share shall be reimbursed to the employee upon return to full-time employment.
- (5) During the term of such leave, in c. and d. above, a teacher may request, in writing, to return earlier than the original leave's expiration date. The Superintendent shall have the sole discretion to determine whether the request is in the best interest of the school district.

f. When an employee is ill or disabled for a greater number of days than the total number of sick days that he has accumulated, the Board of Education may pay such person each day's salary less the pay of a substitute, if a substitute is employed, or the estimated cost of the employment of a substitute if none is employed, for such length of time as may be determined by the Board of Education in each individual case. A day's salary is defined as 1/200 of the annual salary.

- B. Absence resulting from required medical attention, available only during working hours, shall be covered by sick leave.
- C. Bargaining unit members newly employed after the beginning of any school year shall, at the time of employment, be credited with sick leave at the rate of one (1) day for each month or portion of a month remaining in the school year. Any portion of a month shall be considered as a full month.
- D. Other leaves of absences without pay may be granted by the Board for good reason.
- E. All requests and extensions of leaves shall be applied for in writing and granted in writing.
- F. The parties agree that there shall be payment for accumulated sick leave upon retirement under the following provisions:

1. "Retirement" is defined as applying to and qualifying for payment under T.P.A.F.
2. Sick leave days credited to an employee upon initial hire and earned in other school districts shall be deducted from the total accumulated sick leave days available for payment.
3. In order to be eligible for said payment, the employee must advise the Business Administrator in writing of his/her intention to retire at least six (6) months prior to said retirement. In the case of June 30 retirements, this written notice shall be given in advance of the January 1 prior to the retirement date. An employee who fails to give the required notice of intention to retire, shall receive said payment on the July 1st of the year following the retirement.
4. Payment shall be at the following rates:  
  
Accumulated  
  
For the first 100 days                      \$35.00  
  
For days 101 through 200                      45.00  
  
For days over 200                      50.00  
  
Effective July 1, 1990, days over 200 shall be reimbursed at the rate of \$55.00.

#### ARTICLE 10

##### BOARD RIGHTS CLAUSE

- A. Except as otherwise specified in this Agreement, the Association recognizes that the Board has responsibility and authority to manage and direct, in behalf of the public, all the operations and activities of the school district to the full extent authorized by law.
- B. It is understood that employees shall, during and notwithstanding the pendency of any grievance, continue to observe all assignments and applicable rules and regulations of the Board until such grievance and any effect thereof shall have been fully determined.
- C. It is understood by all parties that under the rulings of the court of New Jersey and the State Commissioner of Education, the Board is forbidden to waive any rights or powers granted by it under law.

## ARTICLE 11

### COST OF PRINTING

Copies of this Agreement shall be printed at the expense of the Board. The Agreement shall be presented to all teachers now employed, hereafter employed, or considered for employment by the Board.

## ARTICLE 12

### PROMOTIONS AND/OR JOB VACANCIES

- A. 1. Whenever a professional staff vacancy or new or temporary position is created, during the calendar year, including per hour, per diem, or per term positions, the following procedure must be followed:
  - a. A job notice describing requirements, type of position, (job description) rate of pay, terms of payment, must be posted on the teachers' bulletin boards in main office and in the faculty lounge. A copy of the posted job notice will be sent to the President of O.A.T.A. and/or his designee at the time of the job notice posting.
  - b. All notices of promotions and/or job vacancies will remain posted for no less than six (6) days.
  - c. Applications for positions and/or vacancies shall be made in writing.
  - d. All appointments are subject to final approval by the Superintendent of School and the Board of Education. Decisions of the Board are final provided the terms of Article 12 are met.
  - e. All of the provisions of Article 12 shall apply to teachers holding positions in summer school, home teaching and/or under Federal or State Programs.
  - f. It is understood that the Board has the prerogative(s) to make temporary appointments to existing positions until permanent appointments are made. If a salary or stipend for such position is specified in this Agreement, then it must be pro rata.



## ARTICLE 13

### EXTRA-CURRICULAR ACTIVITIES

- A. The extra-duty salaries for athletic assignments will be set forth in Exhibit "B1" and for non-athletic assignments as set forth in Exhibits "B2" and "B3" attached hereto.
1. Experience gained as class advisor shall count whether or not it is continuous no matter in which class that experience is obtained, so long as that experience is gained at Oakcrest-Absegami.
  2. When an assistant coach at Oakcrest and Absegami is assigned to the position of Head Coach in the same sport the following formula shall be applied in determining his step on the Head Coaching salary guide:
    - a. Minimum of four (4) years' assistant coaching experience shall be counted as one (1) year's experience on head coaches' guide.
    - b. From five (5) to eight (8) years' assistant coaching experience shall be counted as two (2) years of experience on head coaches' guide.
    - c. More than eight (8) years' experience as an assistant coach shall be counted as three (3) years' experience on head coaches' guide.
  3. Payment for extra-curricular activities shall be made in the pay period which follows the conclusion of said activity as determined by the Athletic Director and/or Vice Principal and shall be included in the regular salary check issued for that period. The option to choose a 20% Federal Income Tax Rate in order to preclude excessive withholding shall be made available by the business office.
  4. When no assistant coach or assistant advisor is available (where called for), the remaining coach(es) or advisor(s) for the given activity will receive 50% of the assistant coach or assistant advisor scale at Step 0. Said monies will be divided equally by the number of remaining coaches or advisors.

The phrase "where called for" refers to the specified number of assistant coaches or advisors contained in the Athletic Salary Guides and the Extra-curricular Salary Guides. (See Sidebar Agreement, May 10, 1983).

5. a. Teachers may volunteer to assist in extracurricular activities without additional compensation as long as the "where called for" number of assistant coaches or assistant advisors is maintained as defined in A.4. above and no such work shall be performed during the activity period as defined in Article 6, D.1.e.
- b. In order for paragraph a. above to be effective, the following conditions must be met:
  - (1) The head coach or head advisor must approve;
  - (2) The volunteer shall receive written assurance that he/she is covered by liability insurance and Workman's Compensation.
  - (3) The Association shall be given written notice.

## ARTICLE 14

### PROTECTION OF TEACHERS

#### A. Corporal Punishment of Pupils

1. No person employed or engaged in a school or educational institution, whether public or private, shall inflict or cause to be inflicted corporal punishment upon a pupil attending such school or institution; but any such person may, within the scope of his employment, use and apply such amounts of force as is reasonable and necessary:
  - a. to quell a disturbance, threatening physical injury to others;
  - b. to obtain possession of weapons or other dangerous objects upon the person or within the control of a pupil.
  - c. for the purpose of self-defense; and
  - d. for the protection of persons or property and such acts, or any of them, shall not be construed to constitute corporal punishment within the meaning and intendment of this section. Every resolution, by-law, rule, ordinance, or other act or authority permitting or authorizing corporal punishment to be

inflicted upon a pupil attending a school or education institution shall be void. Reference: 18A:6-1.

2. The Board shall give full support including legal and other assistance for any assault upon the teacher while acting in the discharge of his duties. Financial support shall be limited to reasonable legal fees.
3. Whenever any teacher who is entitled to sick leave pursuant to this Agreement is absent from his post or duty as the result of personal injury caused by accident arising out of and in course of his employment, the Board of Education shall pay such teacher full salary or wages for the period of such absence beyond the period of any Workman's Compensation without having such absence charged to the annual sick leave or the accumulated sick leave provided herein. Should resultant period of absence exceed one calendar year, the teacher shall, at the request of the Board, provide medical verification of said injury. Should the teacher fail to provide such information within 15 days of the request, or should the information indicate the teacher's ability to resume his post, compensation as provided in this Article 14 shall cease. Salary payments shall be made for absence during the waiting period and during the period the teacher received or was eligible to receive temporary disability benefit under Chapter 15 of Title 34 of the Revised Statutes. Any amount of salary or wages paid or payable to the teacher pursuant to this section shall be reduced by the amount of Workmen's Compensation award made for temporary disability.
4. Teachers shall immediately report cases of assault suffered by them in connection with their employment to their principal or immediate supervisor, and to the Association.
5. Such notification shall be immediately forwarded to the Superintendent, who shall act in appropriate ways as liaison between the teacher, the police and the courts.
6. The Board shall reimburse teachers for any clothing or personal property damaged or destroyed as a result of an assault suffered by a teacher while the teacher is working in the scope of his employment. Scope of employment shall mean so long as authorized by School Board of Education and/or school administrators.
7. When, in the judgment of a teacher, a student is by his behavior seriously disrupting the instructional program

to the detriment of other students, the teacher may temporarily exclude the student from the classroom and refer him to the proper administrator.

## ARTICLE 15

### VOLUNTARY TRANSFERS AND REASSIGNMENTS

- A. No later than April 15th of each school year the Superintendent shall deliver to the Association and post in all school buildings a list of the known vacancies which shall occur during the following school year.
- B. Teachers who desire a change in grade and/or subject assignment or who desire to transfer to another building may file a written statement of such desire with the Superintendent no later than April 25th. Such statement shall include the grade and/or subject to which the teacher desires to be assigned and the school or schools to which he desires to be transferred, in order of preference. A new request must be submitted, in writing, each school year if the request is not granted on the initial application.
- C. As soon as practical and no later than the last day of school, the Superintendent shall post in each school and deliver to the Association the system-wide schedule listing the names of all teachers who have been reassigned or transferred and the position to which they have been appointed.
- D. When a voluntary transfer is necessary, all factors, including length of service, shall be considered by the Superintendent making the decision.

## ARTICLE 16

### INVOLUNTARY TRANSFERS & REASSIGNMENTS

- A. When an involuntary transfer is necessary, all factors, including length of service, shall be considered by the Superintendent making the decision.
- B. No involuntary transfer will be made after the last day of school except in an emergency (as determined by the Superintendent).

- C. Notification of an involuntary transfer or reassignment and the reason therefore shall be made during a meeting between the teacher involved and his/her principal. In the event the teacher objects to the transfer or reassignment at this meeting, upon request of the teacher, the Superintendent will meet with him/her. The teacher being transferred will be placed in a position for which he/she is certified.

## ARTICLE 17

### SUMMER SCHOOL

- A. In the summer of 1989, teachers shall be selected for summer school according to past practice.
- B. 1. Beginning in 1990, a seniority list of teachers available to teach summer school shall be developed annually by April 1. This is the "Summer School Seniority List."
2. Any teacher who desires to teach in summer school shall so inform the Superintendent in writing by March 15 annually. Failure to provide such notice shall bar appointment to that year's summer school unless there is no available candidate on both the summer school seniority list under B.1. above or the District seniority list referred to in B.4. below.
3. a. Seniority is defined as service in a summer school teaching position in the District. A teacher shall be given one (1) year's credit for each year which they taught in summer school in the District beginning in 1983.
- b. A teacher on the summer school seniority list may choose to not teach in summer school one (1) year without being removed from the summer school seniority list. If a teacher chooses to not teach a second year (which may or may not be consecutive with the first non-teaching year), he/she shall be removed from the summer school seniority list.
- c. If a teacher on the summer school seniority list has notified the Superintendent of availability by March 15 but there are insufficient positions to employ him/her, this year will neither count toward seniority nor count as a non-working year under B,3.b. above.

4. In the event that there are more positions available than there are available teachers from the summer school seniority list, then teachers who apply for summer teaching positions by March 15 shall be appointed based upon the District seniority list.

## ARTICLE 18

### COMPLAINT PROCEDURE

If a written complaint against a professional employee results in a hearing, the employee will be furnished with a copy of the complaint no later than forty-eight (48) hours before such hearing. Upon request of the employee, a representative of the Association will be present to represent the employee at the hearing.

## ARTICLE 19

### VANDALISM TO AUTOMOBILES

- A. 1. The Board will establish a fund of \$2500 for each of the school years covered by this contract to pay for valid claims of teacher for damage to a vehicle of the teacher due to vandalism while parked at the school during the time the teacher is on school business and/or attending a school sponsored or school related function or activity held at the school or at another location such as field trips, extra-curricular activity, etc. Upon presentation of a claim and appropriate validation of such claim by a teacher to the Board of Education, the Board will reimburse to the teacher the deductible amount paid by the teacher under comprehensive insurance coverage to a maximum of the employee's deductible up to \$400.
2. C.I.E., C.O.E. and D.E. teachers shall be covered under this paragraph when traveling on school business. As with all other claims, such coverage is limited to vandalism.
- B. The Board will not be liable for such payment if the teacher's vehicle is on school property for a reason that is not related to the teacher's job.

## ARTICLE 20

### TEACHER ADMINISTRATION LIAISON AND INSTRUCTIONAL COUNCIL

- A. The Association shall select a Liaison and Instructional Council Committee for each school building which shall meet with the Principal at the call of either party after school, during the school year, to review and discuss local problems and practices. Meetings shall not exceed one (1) per month. Both the Association and the Principal may suggest topics for discussion.
- B. The Association's representatives which shall not be more than eleven (11) per building shall meet with the Superintendent at the call of either party during the school year to review and discuss current school problems and practices and the administration of this Agreement. Meetings shall not exceed one (1) per month.
  - 1. These meetings will take place after school, and there shall be no extra compensation for attending these meetings regardless of their length.
  - 2. Both the Association and the Superintendent may suggest topics for discussion.

## ARTICLE 21

### MAINTENANCE OF MEMBERSHIP

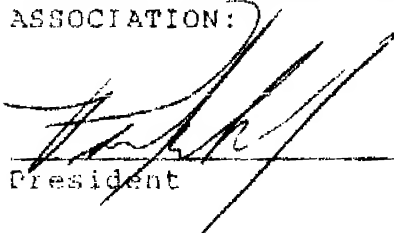
- A. All teachers who are members of the Association on the date of this Agreement shall maintain membership during the term of the Agreement.
- B. Teachers who wish to withdraw from membership may do so only during the last thirty (30) days of the term of this Agreement.
- C. The Association agrees to save the Board harmless and defend the Board against any legal challenge to this provision.

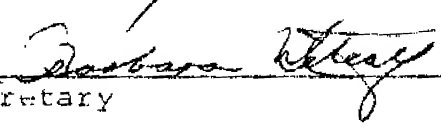
ARTICLE 22

DURATION

- A. This Agreement shall be effective as of July 1, 1989 and shall continue in effect until June 30, 1992, subject to the Association's right to begin negotiating over a successor Agreement in accordance with Article 2 of this Agreement. This Agreement shall not be extended orally and it is expressly understood that it shall expire on the date indicated unless an extension is agreed to by both parties and expressed in writing prior to such a date.
- B. IN WITNESS THEREOF, the parties hereto have caused this Agreement to be signed by their respective presidents, attested by their respective secretaries, and their corporate seals to be placed hereon, all on the day and year first above written.

OAKCREST-ABSEGAMI TEACHERS  
ASSOCIATION:

  
\_\_\_\_\_  
President

  
\_\_\_\_\_  
Secretary

GREATER EGG HARBOR REGIONAL  
BOARD OF EDUCATION:

  
\_\_\_\_\_  
President

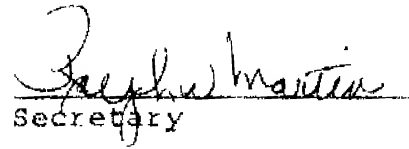
  
\_\_\_\_\_  
Secretary



EXHIBIT A-1  
SALARY GUIDE  
1989-1990

| YEARS OF<br>EXPERIENCE<br>AS OF 6/89 | STEP | BA    | BA+15 | BA+30 | MA    | MA+15 | MA+30 | MA+45 |
|--------------------------------------|------|-------|-------|-------|-------|-------|-------|-------|
| 0                                    | 0    | 22275 | 22925 | 23575 | 24225 | 24875 | 25525 | 26175 |
| 1-3                                  | 1    | 23221 | 23871 | 24521 | 25171 | 25821 | 26471 | 27121 |
| 4-5                                  | 2    | 24064 | 24714 | 25364 | 26014 | 26664 | 27314 | 27964 |
| 6-7                                  | 3    | 24854 | 25504 | 26154 | 26804 | 27454 | 28104 | 28754 |
| 8-9                                  | 4    | 26644 | 27294 | 27944 | 28594 | 29244 | 29894 | 30544 |
| 10                                   | 5    | 27644 | 28294 | 28944 | 29594 | 30244 | 30894 | 31544 |
| 11-12                                | 6    | 29487 | 30137 | 30787 | 31437 | 32087 | 32737 | 33387 |
| 13-14                                | 7    | 31594 | 32244 | 32894 | 33544 | 34194 | 34844 | 35494 |
| 15-16                                | 8    | 33804 | 34454 | 35104 | 35754 | 36404 | 37054 | 37704 |
| 17-18                                | 9    | 35015 | 35665 | 36315 | 36965 | 37615 | 38265 | 38915 |
| 19                                   | 10   | 36279 | 36929 | 37579 | 38229 | 38879 | 39529 | 40179 |
| 20-21                                | 11   | 38174 | 38824 | 39474 | 40124 | 40774 | 41424 | 42074 |
| 22-23                                | 12   | 40965 | 41615 | 42265 | 42915 | 43565 | 44215 | 44865 |
| 24-25                                | 13   | 43175 | 43825 | 44475 | 45125 | 45775 | 46425 | 47075 |
| 26+                                  | 14   | 44275 | 44925 | 45575 | 46225 | 46875 | 47525 | 48175 |

- A. Upon initial employment, each teacher shall be placed on his/her proper step of the salary guide through nine years of experience. Determination as to placement beyond nine years of experience shall rest with the Board and the individual employee.
- B. Full-time Guidance Counselors shall receive the above appropriate salary plus 3.3% as compensation for additional time under Article 5, E. and F.

EXHIBIT A-2  
SALARY GUIDES  
1990-1991

| YEARS OF<br>EXPERIENCE<br>AS OF 6/90 | STEP | BA    | BA+15 | BA+30 | MA    | MA+15 | MA+30 | MA+45 |
|--------------------------------------|------|-------|-------|-------|-------|-------|-------|-------|
| 0                                    | 0    | 24025 | 24750 | 25475 | 26275 | 27025 | 27775 | 28525 |
| 1                                    | 1    | 24849 | 25574 | 26299 | 27099 | 27849 | 28599 | 29349 |
| 2-4                                  | 2    | 25673 | 26398 | 27123 | 27923 | 28673 | 29423 | 30173 |
| 5-6                                  | 3    | 26497 | 27222 | 27947 | 28747 | 29497 | 30247 | 30997 |
| 7-8                                  | 4    | 27321 | 28046 | 28771 | 29571 | 30321 | 31071 | 31821 |
| 9-10                                 | 5    | 28145 | 28870 | 29595 | 30395 | 31145 | 31895 | 32645 |
| 11                                   | 6    | 29794 | 30519 | 31244 | 32044 | 32794 | 33544 | 34294 |
| 12-13                                | 7    | 31831 | 32556 | 33281 | 34081 | 34831 | 35581 | 36331 |
| 14-15                                | 8    | 33868 | 34593 | 35318 | 36118 | 36868 | 37618 | 38368 |
| 16-17                                | 9    | 35905 | 36630 | 37355 | 38155 | 38905 | 39655 | 40405 |
| 18-19                                | 10   | 37942 | 38667 | 39392 | 40192 | 40942 | 41692 | 42442 |
| 20                                   | 11   | 40086 | 40811 | 41536 | 42336 | 43086 | 43836 | 44586 |
| 21-22                                | 12   | 42316 | 43041 | 43766 | 44566 | 45316 | 46066 | 46816 |
| 23-24                                | 13   | 44644 | 45369 | 46094 | 46894 | 47644 | 48394 | 49144 |
| 25+                                  | 14   | 47069 | 47794 | 48519 | 49319 | 50069 | 50819 | 51569 |

- A. Upon initial employment, each teacher shall be placed on his/her proper step of the salary guide through nine years of experience. Determination as to placement beyond nine years of experience shall rest with the Board and the individual employee.
- B. Full-time Guidance Counselors shall receive the above appropriate salary plus 3.3% as compensation for additional time under Article 5, E. and F.

# EXHIBIT A-3

## SALARY GUIDE

1991-1992

| YEARS OF<br>EXPERIENCE<br>AS OF 6/91 | STEP | BA    | BA+15 | BA+30 | MA    | MA+15 | MA+30 | MA+45 |
|--------------------------------------|------|-------|-------|-------|-------|-------|-------|-------|
| 0                                    | 0    | 26000 | 26600 | 27400 | 28200 | 29000 | 29800 | 30600 |
| 1                                    | 1    | 26532 | 27332 | 28132 | 28932 | 29732 | 30532 | 31332 |
| 2                                    | 2    | 27355 | 28155 | 28955 | 29755 | 30555 | 31355 | 32155 |
| 3-5                                  | 3    | 28277 | 29077 | 29877 | 30677 | 31477 | 32277 | 33077 |
| 6-7                                  | 4    | 29310 | 30110 | 30910 | 31710 | 32510 | 33310 | 34110 |
| 8-9                                  | 5    | 30467 | 31267 | 32067 | 32867 | 33667 | 34467 | 35267 |
| 10-11                                | 6    | 31764 | 32564 | 33364 | 34164 | 34964 | 35764 | 36564 |
| 12                                   | 7    | 33216 | 34016 | 34816 | 35616 | 36416 | 37216 | 38016 |
| 13-14                                | 8    | 34841 | 35641 | 36441 | 37241 | 38041 | 38841 | 39641 |
| 15-16                                | 9    | 36660 | 37460 | 38260 | 39060 | 39860 | 40660 | 41460 |
| 17-18                                | 10   | 38699 | 39499 | 40299 | 41099 | 41899 | 42699 | 43499 |
| 19-20                                | 11   | 40982 | 41782 | 42582 | 43382 | 44182 | 44982 | 45782 |
| 21                                   | 12   | 43539 | 44339 | 45139 | 45939 | 46739 | 47539 | 48339 |
| 22-23                                | 13   | 46404 | 47204 | 48004 | 48804 | 49604 | 50404 | 51204 |
| 24+                                  | 14   | 49613 | 50413 | 51213 | 52013 | 52813 | 53613 | 54413 |

- A. Upon initial employment, each teacher shall be placed on his/her proper step of the salary guide through nine years of experience. Determination as to placement beyond nine years of experience shall rest with the Board and the individual employee.
- B. Full-time Guidance Counselors shall receive the above appropriate salary plus 3.3% as compensation for additional time under Article 5, E. and F.

## EXHIBIT B-1

## ATHLETIC SALARY SCHEDULE

1989-1990

| <u>SPORT</u>                    | <u>YEARS OF EXPERIENCE</u> |      |      |      |      |
|---------------------------------|----------------------------|------|------|------|------|
|                                 | (0)                        | (1)  | (2)  | (3)  | (4)  |
| Basketball                      | 2924                       | 3062 | 3201 | 3339 | 3475 |
| Basketball Assistant            | 1798                       | 1884 | 1968 | 2053 | 2137 |
| Cheerleading (Fall)             | 914                        | 981  | 1050 | 1119 | 1187 |
| Cheerleading Assistant (Fall)   | 562                        | 603  | 646  | 693  | 730  |
| Cheerleading (Winter)           | 1095                       | 1177 | 1260 | 1342 | 1425 |
| Cheerleading Assistant (Winter) | 673                        | 724  | 775  | 826  | 876  |
| Cross Country                   | 1493                       | 1597 | 1700 | 1802 | 1907 |
| Cross Country Assistant         | 918                        | 982  | 1046 | 1109 | 1173 |
| Football                        | 3524                       | 3661 | 3799 | 3937 | 4074 |
| Football Assistant              | 2168                       | 2251 | 2336 | 2422 | 2505 |
| Hockey/Soccer                   | 2244                       | 2382 | 2519 | 2656 | 2794 |
| Hockey/Soccer Assistant         | 1380                       | 1465 | 1549 | 1634 | 1719 |
| Softball/Baseball               | 2401                       | 2539 | 2677 | 2816 | 2952 |
| Softball/Baseball Assistant     | 1477                       | 1561 | 1646 | 1732 | 1815 |
| Tennis/Golf/Winter Track        | 1583                       | 1686 | 1789 | 1893 | 1996 |
| Tennis/Golf/Winter Track Asst.  | 974                        | 1037 | 1100 | 1164 | 1228 |
| Track                           | 2244                       | 2382 | 2519 | 2656 | 2794 |
| Track Assistant                 | 1380                       | 1465 | 1549 | 1634 | 1719 |
| Wrestling                       | 2924                       | 3062 | 3201 | 3339 | 3475 |
| Wrestling Assistant             | 1798                       | 1884 | 1968 | 2053 | 2137 |
| Special Olympics                | 1479                       | 1574 | 1669 | 1765 | 1860 |

Athletic Trainer--per year                    5000       5500       6000       6500       7000

The Athletic Trainer shall teach five (5) classes.

Hours: Fall and Spring                    -- 9:00 a.m.-5:30 p.m.  
   Saturdays as needed

Winter: M-F--no games-- 9:30 a.m.-5:30 p.m.  
                 M-F--game day-- 9:30 a.m.-3:30 p.m.  
   5:30 p.m. end of game  
   Saturdays as needed

Period 13--Trainer assignment is the administrative duty.

EXHIBIT B-1

ATHLETIC SALARY SCHEDULE

1990-1991

| <u>SPORT</u>                    | <u>YEARS OF EXPERIENCE</u> |      |      |      | (4)  |
|---------------------------------|----------------------------|------|------|------|------|
|                                 | (0)                        | (1)  | (2)  | (3)  |      |
| Basketball                      | 3176                       | 3325 | 3476 | 3626 | 3774 |
| Basketball Assistant            | 1952                       | 2046 | 2137 | 2229 | 2321 |
| Cheerleading (Fall)             | 993                        | 1065 | 1140 | 1215 | 1289 |
| Cheerleading Assistant (Fall)   | 610                        | 655  | 702  | 753  | 793  |
| Cheerleading (Winter)           | 1189                       | 1278 | 1368 | 1457 | 1548 |
| Cheerleading Assistant (Winter) | 731                        | 786  | 842  | 897  | 951  |
| Cross Country                   | 1621                       | 1734 | 1846 | 1957 | 2071 |
| Cross Country Assistant         | 997                        | 1066 | 1136 | 1204 | 1274 |
| Football                        | 3827                       | 3976 | 4125 | 4276 | 4425 |
| Football Assistant              | 2354                       | 2445 | 2537 | 2630 | 2721 |
| Hockey/Soccer                   | 2437                       | 2586 | 2736 | 2885 | 3034 |
| Hockey/Soccer Assistant         | 1499                       | 1591 | 1683 | 1775 | 1866 |
| Softball/Baseball               | 2608                       | 2757 | 2907 | 3058 | 3206 |
| Softball/Baseball Assistant     | 1604                       | 1696 | 1787 | 1881 | 1971 |
| Tennis/Golf/Winter Track        | 1719                       | 1831 | 1943 | 2056 | 2168 |
| Tennis/Golf Winter Track Asst.  | 1057                       | 1126 | 1195 | 1265 | 1333 |
| Track                           | 2437                       | 2586 | 2736 | 2885 | 3034 |
| Track Assistant                 | 1499                       | 1591 | 1683 | 1775 | 1866 |
| Wrestling                       | 3176                       | 3325 | 3476 | 3626 | 3774 |
| Wrestling Assistant             | 1952                       | 2046 | 2137 | 2229 | 2321 |
| Special Olympics                | 1499                       | 1594 | 1689 | 1785 | 1880 |

Athletic Trainer--per year                    5000       5500       6000       6500       7000

The Athletic Trainer shall teach five (5) classes.

Hours: Fall and Spring                    -- 9:00 a.m.-5:30 p.m.

Saturdays as needed

Winter: M-F--no games-- 9:30 a.m.-5:30 p.m.

M-F--game day-- 9:30 a.m.-3:30 p.m.

5:30 p.m. end of game

Saturdays as needed

Period 13--Trainer assignment is the administrative duty.

1991-1992

| SPORT                           | YEARS OF EXPERIENCE |      |      |      |      |
|---------------------------------|---------------------|------|------|------|------|
|                                 | (0)                 | (1)  | (2)  | (3)  | (4)  |
| Basketball                      | 3452                | 3614 | 3778 | 3941 | 4102 |
| Basketball Assistant            | 2122                | 2224 | 2323 | 2423 | 2523 |
| Cheerleading (Fall)             | 1079                | 1158 | 1240 | 1321 | 1401 |
| Cheerleading Assistant (Fall)   | 663                 | 712  | 763  | 818  | 862  |
| Cheerleading (Winter)           | 1293                | 1389 | 1487 | 1584 | 1682 |
| Cheerleading Assistant (Winter) | 794                 | 855  | 915  | 975  | 1034 |
| Cross Country                   | 1762                | 1885 | 2007 | 2127 | 2252 |
| Cross Country Assistant         | 1084                | 1159 | 1235 | 1309 | 1385 |
| Football                        | 4160                | 4321 | 4484 | 4648 | 4809 |
| Football Assistant              | 2559                | 2658 | 2758 | 2859 | 2957 |
| Hockey/Soccer                   | 2649                | 2811 | 2974 | 3135 | 3298 |
| Hockey/Soccer Assistant         | 1629                | 1729 | 1829 | 1929 | 2029 |
| Softball/Baseball               | 2834                | 2997 | 3160 | 3324 | 3485 |
| Softball/Baseball Assistant     | 1743                | 1843 | 1943 | 2044 | 2143 |
| Tennis/Golf/Winter Track        | 1869                | 1990 | 2112 | 2235 | 2357 |
| Tennis/Golf/Winter Track Asst.  | 1149                | 1224 | 1299 | 1375 | 1449 |
| Track                           | 2649                | 2811 | 2974 | 3135 | 3298 |
| Track Assistant                 | 1629                | 1729 | 1829 | 1929 | 2029 |
| Wrestling                       | 3452                | 3614 | 3778 | 3941 | 4102 |
| Wrestling Assistant             | 2122                | 2224 | 2323 | 2423 | 2523 |
| Special Olympics                | 1519                | 1614 | 1709 | 1805 | 1900 |

|                            |      |      |      |      |      |
|----------------------------|------|------|------|------|------|
| Athletic Trainer--per year | 5000 | 5500 | 6000 | 6500 | 7000 |
|----------------------------|------|------|------|------|------|

The Athletic Trainer shall teach five (5) classes.

Hours: Fall and Spring -- 9:00 a.m.-5:30 p.m.  
Saturdays as needed

Winter: M-F--no games-- 9:30 a.m.-5:30 p.m.  
M-F--game day-- 9:30 a.m.-3:30 p.m.  
5:30 p.m. end of game  
Saturdays as needed

Period 13--Trainer assignment is the administrative duty.

## EXHIBIT B-2

## EXTRA-CURRICULAR SALARY SCHEDULE

1989-1990

| <u>ACTIVITY</u>   | <u>YEARS OF EXPERIENCE</u> |      |      |            |      |
|---|----------------------------|------|------|------------|------|
|   | (0)                        | (1)  | (2)  | (3)        | (4)  |
| ACC Soc. Studies Comp.  | 300                        | 330  | 360  |            |      |
| Art   | 539                        | 609  | 678  |            |      |
| Band  | 1799                       | 1902 | 2004 |            |      |
| Band (Summer)   | 2384                       | 2798 | 3209 | 3624       |      |
| Band Front  | 1434                       | 1496 | 1558 |            |      |
| Band Front (Summer)   | 1630                       | 1767 | 1905 | 2043       |      |
| Class 009   | 905                        | 973  | 1043 |            |      |
| Class 010   | 1076                       | 1146 | 1214 |            |      |
| Class 011   | 1248                       | 1317 | 1387 |            |      |
| Class 012   | 1420                       | 1489 | 1558 |            |      |
| Classical Arts  | 628                        | 698  | 767  |            |      |
| College Prep  | 573                        | 642  | 712  |            |      |
| Computer  | 573                        | 642  | 712  |            |      |
| Cultural Interest   | 698                        | 767  | 835  |            |      |
| DECA  | 539                        | 609  | 678  |            |      |
| Drama   | 1285                       | 1352 | 1420 |            |      |
| +\$50 for 1 Act Play; +\$150 for 3 Act Play; +\$300 for 3 Act Musical |                            |      |      |            |      |
| Drama Asst.   | 790                        | 831  | 873  |            |      |
| +\$30 for 1 Act Play; +\$150 for 3 Act Play; +\$300 for 3 Act Musical |                            |      |      |            |      |
| FBLA  | 698                        | 767  | 835  |            |      |
| FFA   | 987                        | 1057 | 1124 |            |      |
| FFA Assistant   | 608                        | 650  | 691  |            |      |
| French  | 698                        | 767  | 835  |            |      |
| Future Homemakers   | 609                        | 677  | 746  |            |      |
| Future Secretaries  | 698                        | 767  | 835  |            |      |
| Future Teachers   | 573                        | 642  | 712  |            |      |
| GAA   | 1080                       | 1218 | 1356 | 1493       | 1631 |
| German  | 698                        | 767  | 835  |            |      |
| Health Careers  | 664                        | 733  | 802  |            |      |
| Hiking  | 539                        | 609  | 678  |            |      |
| Industrial Arts   | 539                        | 609  | 678  |            |      |
| Intramurals 13th Period   | 482                        | 551  | 620  |            |      |
| Intramural Wts. (Extended)-4:15                                       | 700                        | 730  | 760  | MWF/SEASON |      |
| Literary Magazine   | 700                        | 730  | 760  |            |      |
| Math  | 664                        | 733  | 802  |            |      |
| Media   | 1365                       | 1433 | 1504 |            |      |
| Media Assistant   | 840                        | 881  | 924  |            |      |
| Mock Trial  | 573                        | 642  | 712  |            |      |
| Model Congress-Model U.N.   | 550                        | 575  | 600  |            |      |
| Modern Dance  | 1201                       | 1271 | 1338 |            |      |
| National Honor Society  | 884                        | 953  | 1021 |            |      |
| National Honor Society Assistant                                      | 544                        | 586  | 628  |            |      |

1989-1990

| <u>ACTIVITY</u>                                       | <u>YEARS OF EXPERIENCE</u> |      |      |         |
|---|----------------------------|------|------|---------|
|   | (0)                        | (1)  | (2)  | (3) (4) |
| Newspaper   | 1138                       | 1208 | 1276 |         |
| +\$50 for each 4-page issue; 6 issue maximum per year |                            |      |      |         |
| Peer Counselling                                      | 609                        | 677  | 746  |         |
| Photography   | 828                        | 896  | 967  |         |
| SADD  | 609                        | 677  | 746  |         |
| School Store  | 1407                       | 1476 | 1545 |         |
| Science   | 664                        | 733  | 802  |         |
| Service   | 1145                       | 1215 | 1284 |         |
| Service Assistant                                     | 704                        | 748  | 790  |         |
| Ski +50\$/Day Trip-6 Max.                             | 539                        | 609  | 678  |         |
| Spanish Interest                                      | 698                        | 767  | 835  |         |
| Stagecraft  | 1090                       | 1159 | 1228 |         |
| Stock Market  | 300                        | 330  | 360  |         |
| Student Council                                       | 1365                       | 1433 | 1504 |         |
| Student Council Assistant                             | 840                        | 881  | 924  |         |
| VICA  | 539                        | 609  | 678  |         |
| Vocal Music   | 1085                       | 1152 | 1221 |         |
| Voice of Democracy                                    | 300                        | 330  | 360  |         |
| Yearbook Business                                     | 975                        | 1025 | 1075 |         |
| Yearbook Editorial                                    | 1600                       | 1700 | 1800 |         |



## EXHIBIT B-2

## EXTRA-CURRICULAR SALARY SCHEDULE

1990-1991

| ACTIVITY  | YEARS OF EXPERIENCE |      |      |            |      |
|---|---------------------|------|------|------------|------|
|   | (0)                 | (1)  | (2)  | (3)        | (4)  |
| ACC So. Studies Comp.   | 326                 | 358  | 391  |            |      |
| Art   | 586                 | 661  | 736  |            |      |
| Band  | 1954                | 2066 | 2176 |            |      |
| Band (Summer)   | 2589                | 3039 | 3485 | 3936       |      |
| Band Front  | 1558                | 1625 | 1692 |            |      |
| Band Front (Summer)   | 1770                | 1919 | 2069 | 2219       |      |
| Class 009   | 983                 | 1057 | 1132 |            |      |
| Class 010   | 1169                | 1244 | 1319 |            |      |
| Class 011   | 1355                | 1430 | 1506 |            |      |
| Class 012   | 1542                | 1617 | 1692 |            |      |
| Classical Arts  | 682                 | 758  | 833  |            |      |
| College Prep  | 622                 | 698  | 773  |            |      |
| Computer  | 622                 | 698  | 773  |            |      |
| Cultural Interest   | 758                 | 833  | 907  |            |      |
| DECA  | 586                 | 661  | 736  |            |      |
| Drama   | 1395                | 1468 | 1542 |            |      |
| +\$50 for 1 Act Play; +\$150 for 3 Act Play; +\$300 for 3 Act Musical |                     |      |      |            |      |
| Drama Asst.   | 858                 | 903  | 949  |            |      |
| +\$30 for 1 Act Play; +\$150 for 3 Act Play; +\$300 for 3 Act Musical |                     |      |      |            |      |
| FBLA  | 758                 | 833  | 907  |            |      |
| FFA   | 1072                | 1148 | 1221 |            |      |
| FFA Assistant   | 660                 | 706  | 751  |            |      |
| French  | 758                 | 833  | 907  |            |      |
| Future Homemakers   | 661                 | 735  | 811  |            |      |
| Future Secretaries  | 758                 | 833  | 907  |            |      |
| Future Teachers   | 622                 | 698  | 773  |            |      |
| GAA   | 1172                | 1323 | 1473 | 1621       | 1771 |
| German  | 758                 | 833  | 907  |            |      |
| Health Careers  | 721                 | 797  | 871  |            |      |
| Hiking  | 586                 | 661  | 736  |            |      |
| Industrial Arts   | 586                 | 661  | 736  |            |      |
| Intramurals 13th Period   | 523                 | 599  | 673  |            |      |
| Intramurals Wts. (Extended)-4:15                                      | 760                 | 793  | 825  | MWF/Season |      |
| Literary Magazine   | 760                 | 793  | 825  |            |      |
| Math  | 721                 | 797  | 871  |            |      |
| Media   | 1482                | 1557 | 1633 |            |      |
| Media Assistant   | 912                 | 957  | 1004 |            |      |
| Mock Trial  | 622                 | 698  | 773  |            |      |
| Model Congress-Model U.N.   | 597                 | 624  | 652  |            |      |
| Modern Dance  | 1304                | 1380 | 1453 |            |      |
| National Honor Society  | 960                 | 1035 | 1109 |            |      |
| National Honor Society Assistant                                      | 590                 | 636  | 682  |            |      |
| Newspaper   | 1236                | 1311 | 1386 |            |      |
| +\$50 for each 4-Page Issue; 6 issue maximum per year                 |                     |      |      |            |      |

1990-1991

| <u>ACTIVITY</u>           | <u>YEARS OF EXPERIENCE</u> |      |      |         |
|---------------------------|----------------------------|------|------|---------|
|                           | (0)                        | (1)  | (2)  | (3) (4) |
| Peer Counselling          | 661                        | 735  | 811  |         |
| Photography               | 899                        | 973  | 1050 |         |
| SADD                      | 661                        | 735  | 811  |         |
| School Store              | 1528                       | 1603 | 1678 |         |
| Science                   | 721                        | 797  | 871  |         |
| Service                   | 1243                       | 1320 | 1394 |         |
| Service Assistant         | 765                        | 812  | 858  |         |
| Ski +50\$/Day Trip-6 Max. | 586                        | 661  | 736  |         |
| Spanish Interest          | 758                        | 833  | 907  |         |
| Stagecraft                | 1184                       | 1258 | 1334 |         |
| Stock Market              | 326                        | 358  | 391  |         |
| Student Council           | 1482                       | 1557 | 1633 |         |
| Student Council Assistant | 912                        | 957  | 1004 |         |
| VICA                      | 586                        | 661  | 736  |         |
| Vocal Music               | 1178                       | 1251 | 1326 |         |
| Voice of Democracy        | 326                        | 358  | 391  |         |
| Yearbook Business         | 1059                       | 1113 | 1167 |         |
| Yearbook Editorial        | 1738                       | 1846 | 1955 |         |

## EXHIBIT B-2

## EXTRA-CURRICULAR SALARY SCHEDULE

1991-1992

| ACTIVITY  | YEARS OF EXPERIENCE |      |      |            |      |
|---|---------------------|------|------|------------|------|
|   | (0)                 | (1)  | (2)  | (3)        | (4)  |
| ACC Soc. Studies Comp.  | 354                 | 390  | 425  |            |      |
| Art   | 637                 | 719  | 801  |            |      |
| Band  | 2124                | 2245 | 2366 |            |      |
| Band (Summer)   | 2814                | 3303 | 3789 | 4278       |      |
| Band Front  | 1693                | 1766 | 1839 |            |      |
| Band Front (Summer)   | 1924                | 2086 | 2249 | 2412       |      |
| Class 009   | 1068                | 1149 | 1231 |            |      |
| Class 010   | 1271                | 1353 | 1433 |            |      |
| Class 011   | 1473                | 1555 | 1637 |            |      |
| Class 012   | 1677                | 1757 | 1839 |            |      |
| Classical Arts  | 742                 | 824  | 906  |            |      |
| College Prep  | 676                 | 758  | 840  |            |      |
| Computer  | 676                 | 758  | 840  |            |      |
| Cultural Interest   | 824                 | 906  | 986  |            |      |
| DECA  | 637                 | 719  | 801  |            |      |
| Drama   | 1516                | 1596 | 1677 |            |      |
| +\$50 for 1 Act Play; +\$150 for 3 Act Play; +\$300 for 3 Act Musical |                     |      |      |            |      |
| Drama Asst.   | 932                 | 981  | 1031 |            |      |
| +\$30 for 1 Act Play; +\$150 for 3 Act Play; +\$300 for 3 Act Musical |                     |      |      |            |      |
| FBLA  | 824                 | 906  | 986  |            |      |
| FFA   | 1166                | 1248 | 1327 |            |      |
| FFA Assistant   | 717                 | 767  | 816  |            |      |
| French  | 824                 | 906  | 986  |            |      |
| Future Homemakers   | 719                 | 799  | 881  |            |      |
| Future Secretaries  | 824                 | 906  | 986  |            |      |
| Future Teachers   | 676                 | 758  | 840  |            |      |
| GAA   | 1274                | 1438 | 1601 | 1762       | 1925 |
| German  | 824                 | 906  | 986  |            |      |
| Health Careers  | 784                 | 866  | 947  |            |      |
| Hiking  | 637                 | 719  | 801  |            |      |
| Industrial Arts   | 637                 | 719  | 801  |            |      |
| Intramurals 13th Period   | 569                 | 651  | 731  |            |      |
| Intramurals Wts. (Extended)-4:15                                      | 826                 | 862  | 897  | MWF/Season |      |
| Literary Magazine   | 826                 | 862  | 897  |            |      |
| Math  | 784                 | 866  | 947  |            |      |
| Media   | 1611                | 1692 | 1775 |            |      |
| Media Assistant   | 991                 | 1040 | 1091 |            |      |
| Mock Trial  | 676                 | 758  | 840  |            |      |
| Model Congress-Model U.N.   | 649                 | 679  | 708  |            |      |
| Modern Dance  | 1418                | 1500 | 1579 |            |      |
| National Honor Society  | 1044                | 1125 | 1205 |            |      |
| National Honor Society Assistant                                      | 642                 | 692  | 742  |            |      |
| Newspaper   | 1344                | 1426 | 1506 |            |      |
| +\$50 for each 4-Page Issue; 6 issues maximum per year                |                     |      |      |            |      |
| Peer Counselling  | 719                 | 799  | 881  |            |      |

1991-1992

| <u>ACTIVITY</u>           | <u>YEARS OF EXPERIENCE</u> |      |      |     |     |
|---------------------------|----------------------------|------|------|-----|-----|
|                           | (0)                        | (1)  | (2)  | (3) | (4) |
| Photography               | 977                        | 1058 | 1141 |     |     |
| SADD                      | 719                        | 799  | 881  |     |     |
| School Store              | 1661                       | 1742 | 1824 |     |     |
| Science                   | 784                        | 866  | 947  |     |     |
| Service                   | 1351                       | 1435 | 1515 |     |     |
| Service Assistant         | 831                        | 882  | 932  |     |     |
| Ski +50\$/Day Trip-6 Max. | 637                        | 719  | 801  |     |     |
| Spanish Interest          | 824                        | 906  | 986  |     |     |
| Stagecraft                | 1287                       | 1368 | 1450 |     |     |
| Stock Market              | 354                        | 390  | 425  |     |     |
| Student Council           | 1611                       | 1692 | 1775 |     |     |
| Student Council Assistant | 991                        | 1040 | 1091 |     |     |
| VICA                      | 637                        | 719  | 801  |     |     |
| Vocal Music               | 1281                       | 1360 | 1441 |     |     |
| Voice of Democracy        | 354                        | 390  | 425  |     |     |
| Yearbook Business         | 1151                       | 1210 | 1269 |     |     |
| Yearbook Editorial        | 1889                       | 2007 | 2125 |     |     |

EXHIBIT B-3

ADDITIONAL EXTRA-DUTY STIPENDS

|   | <u>1989-90</u>       | <u>1990-91</u> | <u>1991-92</u> |
|---|----------------------|----------------|----------------|
| Coordinator of Driver Education                                 |                      |                |                |
| School Year (mo.)   | \$ 70                | \$ 75          | \$ 80          |
| Homebound Coordinator (mo.) (11 months)                         | 200                  | 200            | 200            |
| Homebound Tutor (hour)  | 21                   | 22             | 23             |
| Ticket Seller/Indoor Guard (game)                               | 25                   | 27             | 29             |
| Timekeeper (game)   | 30                   | 32             | 34             |
| Graduation/Baccalaureate (annual)                               | 250                  | 275            | 300            |
| Bus Supervisor (annual)   | 850                  | 875            | 900            |
| Library Liaison (mo.)   | 110                  | 115            | 120            |
| Driver Education (B.T.W.) (3 hours)                             | 51                   | 54             | 57             |
| Supervisor Summer Lithography (hour)                            | 15                   | 16             | 17             |
| Assistant Summer Lithography (hour)                             | 15                   | 16             | 17             |
| Summer School Supervisor (annual)                               | 2700                 | 3000           | 3300           |
| Summer Driver Education   |                      |                |                |
| Coordinator (2 mos.)  | 550                  | 575            | 600            |
| Summer School Teacher (hour)                                    | 17                   | 18             | 19             |
| Summer Work - Curriculum Development<br>and other non-classroom | 15                   | 16             | 17             |
| Nurses working in summer  | per diem rate of pay |                |                |

MILEAGE--Effective July 1, 1990--20 cents per mile.

Should the Board determine new positions are required, the parties to this agreement will meet and discuss the question of appropriate compensation.

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